

**HUNTLEY COMMUNITY ASSOCIATION – MINUTES OF 2024 AGM
25 April 2024**

Board Members Present:

Allan Joyner	Yes	Judy Makin	Yes
Bryan Armstrong	Yes	Kari Thomas	Yes
Dan Wallace	Yes	Nicolette Frosst	No
Elizabeth O'Brien	No	Pam Meunier	Yes
Geoff Falls	Yes	Peter Green	Yes
Geoff Latham	Yes	Scott Bossaly	No
Jim Collings	Yes	Shelley McCormick	Yes
Joanne Elliot-Stewart	Yes	Steve Fahie	Yes
Jocelyn Everest Bellefeuille	No	Brian Nemes	Retiring

Community attendees present – approximately 15.

1. Welcome – Peter Green, 7:05 pm
Introductions of board members.
Regrets – Nicolette Frosst, Elizabeth O'Brien, Scott Boassaly, Jocelyn Bellefeuille
2. Approval of 2023 Minutes
Motion to accept the 2023 Minutes, as presented – Moved by Shelley McCormick
Seconded by – Keri Thomas
Vote – 100% approved
3. Remarks from Councillor Clarke Kelly. Clarke expressed his appreciation for the positive relationship with the HCA, and thanked the board volunteers for all that they do in the Carp community.
4. Financial Report – prepared by Treasurer (Elizabeth O'Brien), delivered by Peter Green. Income Statement, details and equity comparison (2022 and 2023), and Balance Sheet reports were presented. The net profit was \$38,545 for 2023, and our bank balance is currently \$132,956.
Plans are underway for spending more on investments in our facilities this coming year.
Requests for questions – none asked.
Motion to accept 2024 financial reports as presented – Al Joyner
Seconded by – Jim Collings
Vote – 100% approved unanimously.
5. President's remarks – Peter Green
Peter expressed thanks to the board and all the community volunteers who work on HCA facilities and at our events and activities throughout the year. (e.g. over 100 volunteers helped at the Burger Booth; dozens of students volunteered at the Parade.)

A list of 2023 events and activities was presented, included the Garage Sale, burger Booth, grass maintenance, Parade, Outdoor hockey, Winter Carnival, Metal recycling, Pickleball, Youth Softball, Canada flags, summer baskets.

6. Director Reports

Sports – Dan Wallace presented a summary of the various sports activities, including Outdoor Hockey, Youth Softball and Pickleball club. The exceptionally warm winter negatively affected the outdoor rink ice again this year. Pickleball is a fast-growing sport, and additional resources and improvements will be provided this year. A trial application of an acrylic surface will be applied to one court this year. The primary tenant for the soccer fields is West Carleton Soccer Club. An increasing number of young players are being registered for the “Learn to Play” softball.

Ball Diamonds – Geoff Lathem gave his thanks to Dan Wallace and Dan Kovacs for volunteering their time and efforts in organizing the kids’ ball programs. We hosted the West Carleton Minor Ball tournament and BBQ in June, which was a huge success. The Tuesday night men’s Rec league used diamonds all spring and summer with their end-of-year tournament in September. The Women’s competitive team from the Ottawa area used the diamonds on Wednesday evenings. Glen Cairn Men’s league booked the Carp diamonds and hosted their annual weekend tournament in June and will be doing so again this coming June. Adult Mixed softball played Thursday evenings and will be playing again this year.

Carp diamonds also played host to the first annual Carp shootout men’s invitational Fastball tournament, and the 2nd annual shootout is happening this July 19-21st.

Geoff also thanked the Carp Agricultural Society for their continued support and use of their equipment. Ottawa University Women’s team played all their Reg season games here last Sept/Oct and will be doing so once again this year, including the Canadian Championships this Thanksgiving weekend with teams participating from across Canada.

Last fall the HCA was contacted by Kanata baseball about the possibility of resurrecting the diamond below the Mess Hall, and we are in the process of doing this now. The HCA board is quite excited about this.

Big news for this summer is that the Men’s Under 20 Canadian Championships are being played in Carp this August. (20th-25th) This will be the 2nd time Carp has hosted a national event (2022)

Outdoor Rink – Peter Green reported that the board is working on some new ideas for extending the ice season next year. He gave a big thank you to Warren Lathem, Joe Paulson, and Terry Boyd for their hard work on the ice rink again this year.

Huntley Community Centre – Geoff Falls reported that the HCC is now a multiuse facility that can host multiple kinds of events and activities. Examples of rental costs were given.

Mess Hall – Pam Meunier reported that a total of 71 individual bookings occurred in 2023, for a variety of events: Engagement; Milestone Birthdays; Congregation Group Gatherings; Anniversaries; Weddings; Training courses. In addition, local community groups that regularly meet at the HCA Mess Hall are: Yoga (Chair & Mat); West Carleton Disaster Relief board; Huntley Township Historical Society; Tennis Club; Beavers; Guides; City of Ottawa Seniors Fitness; WOC Resource Centre 'Diners Club'.

No major expenditures for the Mess Hall were incurred last year, but there are plans for some investments this year. Pam expressed gratitude for the volunteer work that our Beavers, Guides, and the Old Guard Coffee Group (at the HCC) have done for us this year. Pam also mentioned that this position would not run as smoothly without the support received throughout the year from Angela Skinner, Greg Bennett, Judy Makin, Steve Fahie, Elizabeth O'Brien, and Jim Collings.

Pam said it's been a privilege to work under 2 Presidents for the past 5 years as Mess Hall Director but she is in the process of stepping back in order to focus on other things. We are looking for someone new to take over the as Mess Hall Director. She will help train, mentor & job-share, until at such time they feel they are comfortable to continue alone.

7. **Changes to our Constitution and By-Laws** – Steve Fahie

a) By-Law addition to confirm election neutrality (Article 2 revision):

The Huntley Community Association is partially funded to provide activities and community efforts through grants from the City of Ottawa. As such, although we are incorporated as a separate Not-for Profit Corporation, we are considered to be an arm of the City of Ottawa. The Association and the City have certain agreements in place that define the kinds of activities that we will provide annually.

The City administration is required to remain neutral in regards to candidates and questions that may be on an election ballot for municipal, provincial and federal elections. The City has requested that all Community Associations include a statement in their Constitution and By-Laws that confirms the Association's neutrality during election periods. They have stated that the funding arrangement is contingent on including this statement.

The wording to be included in our Constitution and By-Laws is proposed as follows:

The Huntley Community Association is an apolitical body and shall not promote or oppose the candidacy of a person for elected office, or promote or oppose a question on a federal or provincial or municipal ballot.

Motion to approve - Steve Fahie

Seconded – Bryan Armstrong

Vote – 100% approved.

b) **HCA Membership Proposal**

The Board of Directors has passed a motion to establish a formal membership requirement for the Huntley Community Association. This will be through a By-law amendment being presented at this meeting. New regulations of the Ontario Not-for-Profit Corporations Act (ONCA) require members to be registered and that a membership list be maintained, therefore our current definition of an HCA member simply based on place of residence being within our catchment area is no longer sufficient.

Membership will continue to be open to residents within our catchment area, and to persons interested in supporting the objectives of the Association. Members of the Association must also be 18 years of age or over. Being a member of the Association does not imply any commitment beyond the right to vote on motions presented at Association meetings. An online membership

database that can be self-administered is something we will work on, following the creation of an initial member list.

Membership Fees

While a possible annual membership fee has been discussed, we are not proposing to establish a fee for this year. We would simply like to create a list of people who want to register as being a member of the Huntley Community Association. If a membership fee is proposed in the future it will be presented at a meeting of members at that time.

Becoming a Member

A membership application form has been established on our website, and you can register as a member by completing the online form. Hard-copy application forms are also available at this meeting.

Withdrawal of Membership

A member may contact the Association by email or letter mail to withdraw their membership prior to the annual expiry date. Withdrawal would take effect when the request is received.

Privacy

Membership details for individuals will not be publicized, and any personal information included will be protected and kept confidential. We are required by law to inform members of an exception to this privacy as follows:

The Ontario Not-for-Profit Corporations Act (ONCA) includes certain limited conditions under which a member may be granted access to the names and addresses of members of the HCA. A request for such access must be presented in writing to the HCA, and include a Statutory Declaration by the requestor that includes the requestor's name and address, and that the use of the information will be related to specific activities of the Association. The right of a member to be provided with a list of members and their addresses is outlined in Section 96 of the ONCA.

Constitution and By-laws Proposed Changes:

Current Wording (April 2024)

Article 2: Objectives

Current wording to be retained.

Proposed Wording

Current wording plus the following:

The Huntley Community Association is an apolitical body and shall not promote or oppose the candidacy of a person for elected office, or promote or oppose a question on a federal or provincial or municipal ballot.

Article 3: Conditions of Membership Eligibility:

All persons living within the catchment area (as illustrated in Appendix A) are Members of the HCA, and membership in the Association is open to persons interested in supporting the objectives of the Association.

Any person living within the catchment area (as illustrated in Appendix A) is eligible to become a Member of the HCA. Membership in the Association is also open to persons interested in supporting the objectives of the Association. All members must be 18 years of age or over.

Application for Membership N/A

Any person who is eligible to become a member of the Association may apply to be a member using the Membership Application procedure

that is in effect at the time. The application procedure may change from time-to-time as required.

Term of Membership

N/A

The term of a membership in the Association is one year. A membership term is to coincide with the fiscal year of the Association, which is a calendar year.

Annual Fees There is no fee to be a Member of the HCA.

The Annual Fee for membership is established by vote of members at an Annual General Meeting or other meeting of members of the HCA as permitted in the “Meetings of Members” section below.

Withdrawal of membership - Withdrawal is implied if a Member moves out of the catchment area.

A member may withdraw their HCA membership by email or letter mail to the Association.

Motion by Steve Fahie – Article 3 be adopted as discussed.

Seconded by Geoff Falls

Vote – 100% in favour.

8. **Presentation to Jake Davies** – Peter Green thanked Jake Davies for his devoted and professional journalism work in the community with his West Carleton Online daily online newspaper.

Jake has worked on over 40 community newspapers over the past 20 years, and not one is still open. He expressed his appreciation for the support from the HCA board.

9. **Election of Board of Directors** –

Peter Green said there is one retiring director - Brian Nemes.

He listed the 17 Directors remaining as willing to continue on the board.

Motion – Peter presented a motion that this slate of volunteers to be approved as Directors on the HCA board next year.

Seconded – by Janet Mason

Vote – 100% in favour.

10. **Question and Answer period** –

Janet Mason asked if it was possible to paint the outdoor ice surface white. Peter answered that the City would have to approve this. Janet also suggested that a number of public spaces in Carp could be improved – e.g. in the small park on the corner of DBM and Robert Lee, the benches are dilapidated. How could these spaces be improved? Peter is willing to ask for volunteers to do this work.

Greg LeBlanc asked about access to public washrooms in the village. Peter replied that we pay for 3 Porta Potties - at the splash pad, Soccer fields, and Craig Sideroad ball diamond. The washrooms at the HCC are also now open more often than in the past. The WEJ Arena is also open every day.

Janet Mason asked for clarification of where the refurbished ball diamond is? Peter clarified that it is the one below the Mess Hall on Craig Sideroad.

11. Motion to adjourn – Bryan Armstrong
Seconded – Geoff Lathem
Vote – 100% in favour.

Minutes recorded by –
Judy Makin, Director, HCA -



Date – January 26, 2025

Approved by –
Peter Green, President, HCA -

Date -